



# Foreign Affairs Manual

## 4 FAM – Financial Management

**Change Transmittal:** FIN-401

Date: May 22, 2009

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## 4 FAM 370 FISCAL IRREGULARITIES

### Changes

1. The following major changes were made to this subchapter:

- **4 FAM 371.3, Definitions**—"Accountable officer" now includes "certifying officers."
- **4 FAM 372.2-1, Department Offices**—The report of the results of an investigation of fiscal irregularities is made to RM/FPRA/FP (vice RM/FPRA/FPMC).
- **4 FAM 372.2-3, Inspector General**—The Office of Inspector General, Office of Investigations (OIG/INV), coordinates with the post or domestic office on any action taken regarding investigations of all complaints and allegations of fiscal irregularities.
- **4 FAM 373.2, Establishment and Membership**—A quorum of members must be present for the Committee of Inquiry Into Fiscal Irregularities to make determinations; i.e., when every member of the Committee is represented at a meeting.
- **4 FAM 375, Committee Procedures**—The Chairperson of the Committee of Inquiry Into Fiscal Irregularities signs the final written determination of the Committee regarding each particular matter.
- **4 FAM 375.5**—This section, formerly titled Post Committee Determinations, is now titled Actions After Committee Determinations.

2. **Change Transmittal** has replaced the term Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission.
3. Revisions since the last update appear in *italic* and **dark magenta**. Other than formal titles, the italics will be removed the next time the material is updated. Only current changes appear in italic, which provides a historical record of changes.
4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

### **Filing Instructions for Paper Copies**

1. Remove and discard old subchapter 4 FAM 370 (TL:FIN-375, 09-13-2005; 10 pages) and replace it with new subchapter 4 FAM 370 (10 pages).
2. After inserting the material in the binder, insert this Change Transmittal letter immediately following the CT Checklist, then fill in the entry line for CT: GEN-401 and initial.

### **Distribution Notice**

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/ISS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal letter.

**(RM/FPRA/FP)**